

LPC Transformation Explainer Events

September 2022

In our time together



1. The story so far and overall programme update
2. What are the decisions that LPCs need to make?
3. What needs to happen for these to be implemented?
4. Timeline for change
5. Support – toolkit and facilitation
6. Questions and discussion

Recap – the story so far



- PSNC met in the summer and considered the result of the contractor vote on the future of LPCs and PSNC
- Given the clear mandate provided by contractors, the Committee agreed to take forward all the 21 RSG proposals for PSNC, and to work with LPCs to progress the joint proposals
- This is being taken forward as a distinct programme of work to ensure PSNC remains focussed on the big issues facing contractors
- Taken together, all the work to implement the RSG Proposals is being called the **Transforming Pharmacy Representation (TAPR) Programme**

TAPR: Eight key workstreams

1. Vision and Strategy
2. Influencing and Negotiation
3. Governance
4. Finance and Levy
5. LPC Support
6. Engagement and Joint Working
7. Branding and Visual Awareness
8. Communications (to support all other Workstreams)



TAPR: Work so far

July – August 2022



Over the last few weeks, we have been engaging with stakeholders and LPCs to more clearly understand what they intend to do, the consequences of any changes, and what support PSNC can offer by sharing best practice and learnings from other areas.

Progress has included:

- PSNC Committee has met twice to guide this work;
- Allocation of PSNC reserves to fund 2022/23 workplan;
- Publication of the programme overview and creation of a dedicated point of contact;
- Seeking initial views of LPCs on the revisions to the model constitution;
- Establishing a working group of LPC chairs, members, chief officers and others to oversee the creation of a LPC transformation toolkit;
- Discussing potential changes to funding of PSNC (levy) with the joint PSNC/LPC operations team and modelling of future calculations; and
- Work with the NPA and CCA LPC support teams.

TAPR: Work so far (continued)

September 2022



- Wednesday 14th September expect publication of the transformation toolkit.
- Next programme update to be sent to LPCs and contractors this week
- By beginning of the 19th of September 2022 expect publication of levy information and of the final model constitution prior to the LPC conference.
- Thursday 22nd September – LPC Conference (in-person in Manchester and online option). Opportunity to consider funding of PSNC, principles for the levy and LPCs and the model constitution

TAPR: Key dates and enablers for LPCs



Late September - December 2022

- Publication of a detailed programme plan through to 2024, detailing the 8 workstreams, and inputs required from LPCs and others.
- Publication of indicative levy amounts week commencing (26th September)
- Implementation of transformation toolkit by LPCs including discussions between LPCs at a regional level.
- Work to begin sector-wide vision, strategy and investment in strategic influencing and development of our negotiating approach

TAPR: Key dates and enablers for LPCs (continued)



January – March 2023

- Planning for next phase of work beginning in April 2023, requiring LPC input
 - Design and launch of the national forum of LPC representatives
 - Development of the Chief Officer network and provider company network

Future LPC Activity

What decisions are required by LPCs?



1. Does our current structure match that of the NHS?
2. Are we the right size?
3. Are we being effective and efficient with our finances?
4. What are we called?
5. How big is our LPC committee?

What needs to happen?



1. Engagement with neighbouring LPCs to discuss boundaries – with the suggested aim that LPCs should be co-terminus with one (or more) ICSs
2. Development of proposal/recommendation for LPC [developed by Officers and CO or a small working group]
3. LPC meeting to discuss and agree answers to the previous questions; boundaries, name of LPC, size of committee. These will form part of the LPC Model Constitution. (October/November 2022)
4. Engage with contractors to explain the rationale for the new LPC Model Constitution and the reasons for an extension of the term of the current LPC.
5. Special meeting of contractors – at least 28 days later (January 2023). Motions on; model constitution, delaying end of current LPC term by 3 months (until 30th June).

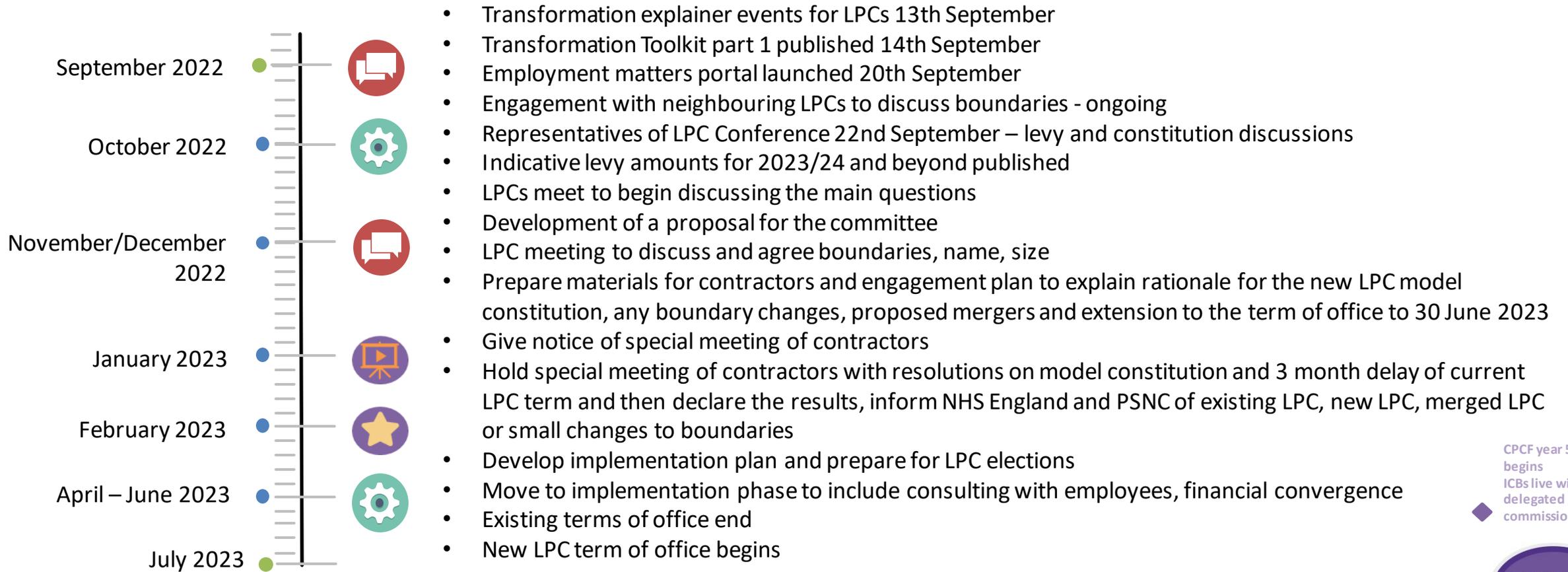
What needs to happen?



6. Develop an implementation plan to cover the period between February and 30th June 2022 (template to follow)
7. Engagement with contractors
8. Financial convergence – levy, reserves, transformation costs
9. Consulting with employees and others if needed
10. LPC elections

Timeline for change

Transforming Pharmacy Representation Programme



CPCF year 5 begins
ICBs live with delegated commissioning



Support: Transformation toolkit (1)



- LPC RSG implementation stepwise briefing and checklist including options for consideration, case for change
- Terms of reference for a Transformation Steering Group
- Draft project plan
- Standard budget template
- Asset register
- Risk register
- Template LPC agenda
- Template special meeting notice and agenda
- How to run a special meeting

Support: Employment matters



- Portal available to all LPCs (at no cost) to provide confidential legal advice notes and editable template documents on employment law topics.
- The advice and documents have been drafted specifically to cater for LPCs by Clyde & Co LLP, who are specialists in providing employment law advice.
- Access will be provided to LPC officers and members registered for the PSNC LPC members' area from Tuesday 20th September.
- Please note that where bespoke issues arise then the documents and processes may require changes. In such circumstances, we suggest you obtain legal advice.
- This replaces option 1 of the Clyde & Co support package – meaning LPCs will not need to pay from 2023/24 onwards.

Support: Employment Portal



- Business-as-usual templates:
 - Staff handbook with all policies and employment procedures
 - Contract of employment
 - Consultancy agreement
 - Settlement Agreement
- In-person and on-demand briefing to support LPC officers and members including:
 - Running a transformation process
 - How to deal with issues
 - Options for escalation
 - Common questions and answers

Support: Employment Portal



- Bespoke advice note to LPC's on "Rights and Risks relating to restructuring and redundancies in LPC's" including advice relating to:
 - An overview of the requirements and process of a fair and non-discriminatory individual redundancy consultation (including common pitfalls and timescales) including how employees can be supported proactively
 - Employment status (and associated rights for each) – who should be included in any redundancy process? Preferred model in future
 - The potential liability of individuals on the committee due to unincorporated association status
- Bespoke suite of LPC individual redundancy consultation template documents, including:
 - Series of template letters including "at risk" letter, selection materials, invite to consultation meetings, outcome letters, dismissal letter.
 - Meeting guides for the consultation meetings

Support: Facilitation?



Questions and discussion

ipc.support@psnc.org.uk

tapr@psnc.org.uk